



## UTAH STATE SENATE

320 STATE CAPITOL - P.O. BOX 1451115

SALT LAKE CITY, UTAH 84114

801-538-1035 - SENATE.UTAH.GOV

The Utah Senate  
invites applications for the position of:

### GENERAL SESSION KITCHEN SPECIALIST

**PHYSICAL ADDRESS:** Utah State Capitol  
350 N State Street, Suite 320  
Salt Lake City, UT 84114

**CLOSING DATE:** Open until filled

**JOB DESCRIPTION:** The Utah Senate is seeking to fill a **part-time flexible seasonal Kitchen Specialist** position. An individual hired for this position will serve during the Legislature's annual general session from January 16 to March 1, with hours fluctuating depending on the Legislative schedule. Business casual dress is required.

**BENEFITS:** None

**EXAMPLES OF DUTIES:** The employee will perform a wide range of general food preparation and clean up duties. This position requires the employee to prepare the kitchen for daily meals and snacks, and to clean up after each meal and snack break. Requires constant standing.

- Keep kitchen clean, tidy, and well stocked
- Assist caterers with set up and clean up
- Recognize and greet Senators
- Prepare "grab and go" snacks
- Clean tables and remove trash
- General food preparation cleanliness habits are required
- Other duties as assigned

#### **TYPICAL QUALIFICATIONS:**

In addition to demonstrating diplomacy in a professional environment, applicants must have a variety of skills:

- Punctuality, dependability, and nonpartisanship is a **MUST** for this position
- Ability to deal with people in a manner which shows sensitivity, tact, and professionalism
- Familiarity with an office environment
- Maintain a highly organized work area
- Exhibit good work ethics and integrity

**SALARY:** \$17.44

If interested, please email cover letter and resume to Phalin Flowers, [pflowers@le.utah.gov](mailto:pflowers@le.utah.gov).